INDIANA STATE LIBRARY
ADVISORY COUNCIL (ISLAC)
Meeting Minutes
October 3, 2008

Chair, David Lewis called the meeting to order @ 10:05 a.m.

Roll Call:
Members introduced themselves.

> **Members present:**
> Amy Harshbarger, Mary Jackson, Charles Jones, David Lewis, Donna Smith, Kay Martin, Linda Kolb, Susan Wheeler, and Philip Young.

> **Indiana State Library Staff present**:
> Roberta Brooker, Jim Corridan, Jake Speer, Connie Rendfeld, Martha Jane Ringel, and Amy Holliday.

> **Absent members:**
> James Cline, Carolyn Wheeler, Martha LaBounty and Aja May.

Approval of Agenda:
Agenda for meeting was approved by consensus.

Approval of April 18, 2008 Minutes:
Amy Harshbarger noted that her name was spelled incorrectly under members present. After this change, the past minutes were approved by consensus.

Officers Report
Lewis appointed members of ISLAC to committees and assigned chairs to each of these committees. Wheeler is chair of the nominating committee; Kolb is chair of the continuing education committee; Smith is chair of the resource sharing committee; and Martin is chair of the public library services committee.

State Library Report:
[Exhibit A]

There were a number of comments concerning the State Library Report. Jackson is concerned that school librarians do not have enough information about the current inter-library loan services. The main issue is that much of the information and instructions on the new system were provided when school was not in session, so school librarians missed the majority of this information. Lewis recommended that the State Library provide school librarians with training and detailed information about the new inter-library loan system.

All were in agreement that this was a good plan forward. Kolb stated that the ILF will help the State Library get the word out to school librarians and offered to put an article about the new inter-library loan services in *Focus*. Smith also offered to be trained in the new services and use her training to help school librarians.

Old Business--

Resource Distribution Models

[Exhibit B]

In response to Lewis's request at the last meeting for the State Library to provide information about resource distribution in the State of Indiana, Holliday briefly presented on a proposed template. The premise of this template is that for all libraries that meet basic eligibility requirements, the amount of the resource they are awarded will be determined on competitive basis and in relation to a variety of factors deemed to be relevant and important to the resource being distributed. The template provides a list of the potential eligibility and factors that could be used.

Young moved for this model to be accepted and Martin seconded. The motion passed.

New Business—

Speer discussed the 2009 LSTA grant budget. The total projected budget for 2009 is $3,292,765. As proposed, this will be broken up into 14 different grant areas: technology grants, statewide services for consultation, LSTA administration, Indiana Memory and digitization, Indiana State Library data center, special services consultation and grants, talking books and Braille library, early childhood literacy, Indiana virtual library databases and operation, Indiana virtual catalog, public awareness initiatives, un-served and underserved program, and innovative library grants.

Corridan explained differences between the 2008 and 2009 budget amounts. The Indiana virtual library operations grant's budget has decreased significantly over the past two years. The State Library has less overhead costs to maintain INSPIRE. Additional funding in this category may lead to the State Library acquiring more databases for INSPIRE. Another change discussed was the decreased budget for children's services. Corridan explained that the State is picking up more of the cost for these services so that in the future it will be state not federal dollars that pay for children's services.

Corridan discussed the un-served and underserved library grant. Any library with an adopted resolution to include currently un-served population into their library services is eligible for $3.00 per un-served person they add. Resolutions must be adopted by local officials, trustees, or a commissioner.

Jackson moved to approve the 2009 grant applications as proposed and Young seconded. The motion passed.

Speer briefly discussed the 2009 mini-grant guidelines that were provided to ISLAC members at the meeting. The 2009 mini-grant cycle will begin earlier this year in attempt to maximize the amount of time libraries have to implement their projects.

Harshbarger commented that the technology grant should state that a preference will be given to libraries that have not previously received a technology grant. It was agreed that this would be added to the grant guidelines.

Smith asked if the resource sharing committee could review the grant guidelines before they were posted, and it was agreed that they would have that opportunity.

Announcements—

Corridan discussed the success of the public library study's advisory council. Martin thanked the State Library for giving small and medium libraries a chance to voice their opinion and become better informed about consolidation issues.

Lewis asked the committee for a preferred date for the next quarterly meeting. January 16th was selected. It was proposed by Lewis that we keep all quarterly meetings at the same time of the month.

Adjournment—

Lewis moved to adjourn the meeting. Young seconded this motion. The motion passed and the meeting adjourned at 11:50 a.m.

Indiana State Library's Quarterly Report to ISLAC
October 3rd, 2008

SERVICES PROVIDED

Info Express

The State Library administered a survey to Info Express users in relation to the quality of their current services. 166 surveys were returned to the State Library which represents about 45% of the entire population served. Over 90% of respondents indicated that they were always or almost always satisfied with delivery services. One area where the results indicated the need for improvement is the length of transitional delivery time. Some libraries only have delivery services once a week. If a library with service once a week is delivering an item to another library with service once a week, the amount of transitional delivery time is great because delivery can only occur at one specific point during the week. Overall, the survey provided evidence that the overwhelming majority of Info Express users are satisfied with the current system.

Indiana Share

Indiana Share, the updated system for fielding and fulfilling interlibrary loan requests that replaced I*Ask in July, is progressing well. Participating libraries now submit requests using the software ILLiad and Indiana State Library staff, working out of Indiana Marion County Public Library (IMCPL), field them. If IMCPL has the item, the request is filled, and the item is shipped. If IMCPL does not have the item, the item request is routed to the first of a list of five libraries that have the item and are in the requesting library's region of the state. Instructions for making requests are available in PowerPoint format on the Indiana Share website: http://www.in.gov/library/5769.htm

INSPIRE

Radio advertisements describing INSPIRE databases are currently being broadcast.

There are some problems with the current statistics used to assess INSPIRE usage. The issue is that the current program for calculating statistics is aggregating the number of searches for federated searches. In other words, if someone enters a general search into the system and does not set a specific database to search within (the default searching option), the statistics count this search multiple times (i.e. one time for each database). The Indiana State Library is working to generate a new program to calculate statistics more accurately and once this is developed will be able to generate a more accurate picture of the growth of INSPIRE.

Evergreen

The first public library, Hussey-Mayfield Public Library, went live with Evergreen in August. Another group of libraries will make this transition by the end of October, with another substantial group to follow in January. Additional libraries are becoming

interested in Evergreen initiatives, and this is an area of library services that is rapidly expanding in Indiana. Evergreen affords Indiana libraries many opportunities, and there is discussion about expanding the use of Evergreen to the Department of Correction's Institutional Libraries and School Media Centers.

<u>Gates Grant</u>
The Bill and Melinda Gates foundation is working with the Indiana State Library to provide computers to eligible libraries located in disadvantaged areas of the state. The Foundation will provide for 2/3 of the cost of the computers and the eligible libraries will be responsible for 1/3 cost match. 200 buildings in the state of Indiana will potentially receive new computers as a result of this grant. This grant will be spread out over 2009 and 2010.

Defining Resource Distribution Models
For Indiana Sponsored Library Grants

Basic Plan

Having reviewed the models provided by many other States, the Indiana State Library staff proposes that a library must meet basic eligibility requirements as defined below. For all libraries that meet basic eligibility requirements, the amount of the resource they are awarded will be determined on a competitive basis and in relation to a variety of factors deemed to be relevant and important to the resource being distributed.

Defining Plan Criteria

Additional resource allocated by the State Library will serve different purposes and overall goals. The two lists contain the criteria to be used as criteria for allocating funds. We solicit your feedback on what criteria might be missing or may not be relevant.

Basic and Required Eligibility Criteria

1. Public Libraries must meet public library standards.
2. Libraries and their partners must adhere to state & federal laws.

Additional Criteria Considered for Quantitative Outcomes

1. Population served or affected by library project requested
2. Poverty level of population served
3. Percent free and reduced lunch served
4. Percent of a specific age group served   (elderly, children, teens, etc)
5. Current Library Budget/Numbers Served
6. Size of Geographic Area Served
7. Libraries must be a lender in statewide resource sharing.
8. Other criteria as deemed appropriate may be added at the discretion of the Indiana State Library under special circumstances.